

CONFIDENTIAL
PB 1039A00020

DATE: 13 January 1955

SUBJECT: Weekly Activity Report #2
5 - 11 January 1955

I. SIGNIFICANT ITEMS

a. Exploratory conversations have been held this week with [redacted] in regard to using him in a consultant capacity to provide instruction in the techniques of good writing. [redacted] will be available by the middle of April, and it is tentatively proposed to have him conduct a six-week course which would meet for two hours, twice a week. The course will eventually be presented to DD/P personnel. Depending on the success of this pilot presentation, this program could then be expanded.

II. OTHER ITEMS

to start on 24 January, had no students registered by the formal closing date, but enough students were subsequently secured to make it worthwhile to run the course and it will be presented as scheduled.

d. [redacted] WH [redacted] reported for duty with the Operations School on 7 January. He is currently enrolled in the course on [redacted]. At the conclusion of this course, he will work with [redacted] for a time and eventual assignment will be determined at a later date.

30X NO. _____ FED NO. _____ DCC. NO. 5 / NO CHANGE
 IN CLASS / DECLASS / CLASS CHANGED TO _____
 NEXT REV DATE: 09 MAY 85 / 13 DEC 85 / 13 DEC 85
 ORG. NO. PCS / ORG. NAME: ORL COMB / ORG. CLASS: 5
 REV CLASS: 6 / REV CODE: _____ / AUTH: HR 702

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e. [] will work with the PP [] staff at such times when his services are not required by the Office of Training.

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f. [] of the Operations School, and [] of the Plans and Research Staff participated in [] I believe we should not overlook the possibility of using the clerical staff to a greater extent in some of our exercises.

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